

# ELSTREE and BOREHAMWOOD TOWN COUNCIL

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Fairway Hall,  
Brook Close,  
Borehamwood,  
Herts. WD6 5BT

All Committee Members are hereby summoned to attend a meeting of the  
**ENVIRONMENT AND PLANNING COMMITTEE**

which will be held on

**Tuesday 18 July 2017 at 7.00pm**

in the Meeting Room at Fairway Hall,  
Brook Close, Borehamwood, WD6 5BT

[Meeting Open to Press & Public]

1. **Apologies:** To receive and accept apologies for absence. At the time of agenda despatch, no apologies have been received.
2. **Declarations of Interest:** To:
  - a) receive declarations of interest from Councillors on items on the agenda;
  - b) receive written requests for dispensations for declarable interests; and
  - c) grant any requests for dispensation as appropriate.
3. **Minutes:** To confirm and sign the Minutes of the meeting held on 20 June 2017.

**- Attached**
4. **Planning Applications:** To consider Planning Applications from Hertsmere Borough Council.

**- Attached**
5. **Planning Decisions:** To receive any decisions reached on applications upon which the Committee submitted comments.

**- Attached**
6. **CIL Receipts and bids:** To receive update report and Committee strategy.

7. **Allotments:** To consider:

(i) proposal for Bee Keeping at Melrose Avenue site; and

- Attached

(ii) report on Stapleton Gardens site;

8. **Street Furniture and Notice Boards:** To receive update report.

9. **Council Warden:** Update on appointment.

10. **Close of Meeting:** To close meeting.



H R O Jones  
Town Clerk  
10 July 2017

Distribution List:

Name	Organisation	post	e-mail	courier
Cllr C Barker	EBTC		X	
Cllr C Butchins	EBTC		X	X
Cllr R Butler	EBTC		X	
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Cllr V Eni	EBTC		X	
Cllr G Franklin	EBTC		X	X
Cllr Mrs A Mitchell	EBTC		X	
Cllr Mrs S Parnell	EBTC		X	X
Cllr S Rubner	EBTC		X	
Cllr E Silver	EBTC		X	X
Cllr G Silver	EBTC		X	
Cllr Mrs P Strack	EBTC		X	X
Cllr Mrs F Turner	EBTC		X	
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ELSTREE AND BOREHAMWOOD TOWN COUNCIL

**ENVIRONMENT AND PLANNING COMMITTEE**

**MINUTES** of a meeting held in the Meeting Room of Elstree & Borehamwood Town Council Offices, Fairway Hall, Brook Close, Borehamwood on **Tuesday 20 June 2017** at 7.00pm.

Present: Cllr G Franklin (Chairman) (in the Chair)  
 Cllr Mrs S Parnell  
 Cllr C Butchins  
 Cllr Mrs P Strack  
 Cllr E Silver

In attendance: H R O Jones – Town Clerk

**01. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

There were none.

**02. DECLARATIONS OF COUNCILLORS' INTERESTS**

There were none.

**03. MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting of the Environment and Planning Committee held on 23 May 2017 were signed as a true record by the Chairman.

**04. PLANNING APPLICATIONS**

A total of 34 applications received from the Borough Council were examined, on 25 of which the Committee had no specific objections to make, subject to the views of neighbours.

17/1051/HSE - 94 Sullivan Way, Elstree WD6 3DJ

Construction of detached outbuilding at rear of property with rear access, new front boundary wall with brick piers and gate with associated landscaping to facilitate dropped kerb

Observation: At its meeting on 20 June 2017 the Environment and Planning Committee considered the application to be overdevelopment and raised concerns over the street scene (H8).

*[Post Meeting Note: Comments were submitted online through the Consultee comments facility].*

17/1043/FUL - Woodcock Hill Farm, Barnet Lane, Elstree

Change of use and conversion of former agricultural lean-to to gym and farm shop

Observation: At its meeting on 20 June 2017 the Environment and Planning Committee queried whether the application was in fact retrospective.

*[Post Meeting Note: Comments were submitted online through the Consultee comments facility].*

17/0667/FUL - 32 Oddesey Road, Borehamwood WD6 5JP

Erection of detached, two story, 2 bed house, incorporating sunken basement, associated landscaping, car parking and access on the land to the rear of the existing dwelling

Observation: At its meeting on 20 June 2017 the Environment and Planning Committee considered the application to be overdevelopment and raised concerns over the potential effect on the water table as a result of basement development.

*[Post Meeting Note: Comments were submitted online through the Consultee comments facility].*

17/1107/HSE - 84 Stapleton Road, Borehamwood WD6 5BW

Erection of front garden walls and railing (Retrospective)

Observation: At its meeting on 20 June 2017 the Environment and Planning Committee commented that retrospective applications were outside the spirit of planning law.

*[Post Meeting Note: Comments were submitted online through the Consultee comments facility].*

17/1103/FUL - 183 Balmoral Drive, Borehamwood WD6 2QP

Removal of existing rear extension and erection of part single, part two storey rear extension to facilitate conversion of existing 1 bed house to 2 x 1 bed flats (Revised Application)

Observation: At its meeting on 20 June 2017 the Environment and Planning Committee commented that family sized unites (3 and 4 bedroom) were required to meet local needs.

*[Post Meeting Note: Comments were submitted online through the Consultee comments facility].*

17/0747/ADV - Unit 6, Stirling Industrial Centre, Stirling Way, Borehamwood

Retrospective application for the installation of a freestanding non-illuminated sign

Observation: At its meeting on 20 June 2017 the Environment and Planning Committee commented that retrospective applications were outside the spirit of planning law.

*[Post Meeting Note: Comments were submitted online through the Consultee comments facility].*

17/0731/FUL - Unit 420 Centennial Park, Elstree WD6 3TN

retrospective application for extraction duct in kitchen

Observation: At its meeting on 20 June 2017 the Environment and Planning Committee commented that retrospective applications were outside the spirit of planning law.

*[Post Meeting Note: Comments were submitted online through the Consultee comments facility].*

17/0945/HSE - 173 Aycliffe Road, Borehamwood WD6 4AU

Insertion of front dormer window into existing habitable loft space

Observation: At its meeting on 20 June 2017 the Environment and Planning Committee commented that rear dormer windows were preferable due to the impact on the street scene (H8).

*[Post Meeting Note: Comments were submitted online through the Consultee comments facility].*

17/0908/FUL - 24 Theobald Street, Borehamwood WD6 4SE

retrospective application for the erection of rear enclosure to include storage and sink area and erection of front raised structure with canopy

Observation: At its meeting on 20 June 2017 the Environment and Planning Committee commented that retrospective applications were outside the spirit of planning law.

*[Post Meeting Note: Comments were submitted online through the Consultee comments facility].*

## 05. PLANNING DECISIONS

Details were received of decisions by the Borough Council relating to applications on which the Committee had submitted comments.

## 06. CIL RECEIPTS AND BIDS

It was reported that initial CIL use suggestions from Town Councillors included:

- New notice board and benches
- Bandstand in local park (in support of Rotary project)
- Shuttle bus funding
- Additional meeting/conference space in Borehamwood
- Improved Fairway Hall facilities
- Railway Station improvements
- Roundabout improvements at Railway Station
- Support of a new Medical Centre
- Support of a new theatre

## 07. ALLOTMENTS

### Allotment Fees 2017/18

It was **RESOLVED** that:

- (i) **the allotment fee scale for 2017/18 be set at £5.00 per pole per year with the concessionary fees (50% reduction for Senior Citizens i.e. 60+);**
- (ii) **for 2017/18 (1 October 2017 to 31 September 2018) a discounted rent be set for plot holders at Stapleton Gardens (to equate to 4 months reduction in fee);**

### Stapleton Gardens

- (iii) **the Official Opening of Stapleton Gardens Allotment site be set in early September 2017 at a date compatible with the Mayoral Engagement list; and**

### Grass Cutting

- (iv) **the Town Clerk be authorised to employ casual grass cutting assistance in July, August and September (as appropriate) to support the work of the Council Warden on the same terms as those in operation during the 2016/17 Council Year.**

## 08. STREET FURNITURE AND NOTICE BOARDS

Members received the Clerk's update report.

**09. COUNCIL WARDEN**

Members received the Clerk's update report.

**10. CLOSE OF MEETING**

The Meeting closed at 7.55 pm.

It was noted that the next Environment and Planning Committee was scheduled to take place on 18 July 2017 at 7.00 pm in the Meeting Room, Town Council Offices.

Date:.....

CHAIRMAN.....

ELSTREE AND BOREHAMWOOD TOWN COUNCIL  
ENVIRONMENT AND PLANNING COMMITTEE: 18 July 2017  
Planning Applications from Hertsmere Borough Council

- 17/1139/HSE 36 Berwick Road, Borehamwood WD6 4BQ  
Front porch extension
- 17/1210/PD42 218 Gateshead Road, Borehamwood WD6 5LL  
Single storey rear extension
- 17/1155/HSE 117 Theobald Street, Borehamwood WD6 4PT  
erection of single storey front extension and  
reconfiguring of car park
- 17/1194/HSE 19 Broughinge Road, Borehamwood WD6 5AH  
Erection of single storey front extension; single storey side  
extension and part single, part two storey rear extension
- 17/1010/FUL Land at 1 and 1a Drayton Road and associated neighbouring  
premises at 48, 50, 52 and 52A Shenley Rd, Borehamwood  
Conversion of the first floor of the existing buildings and  
construction of a second floor with eleven dormer windows  
rooflights to accommodate ten new residential units (1 studio  
apartment, 7 one bed apartments and 2 two bed apartments)  
with second floor roof terrace; associated refuse and cycle  
storage; demolition of existing garages at the rear and new  
parking layout
- 17/1227/PD42 33 Gateshead Road, Borehamwood WD6 4NH  
Single storey rear extension
- 17/1190/FUL St Teresa's Catholic Church 291 Shenley Road Borehamwood  
Erection of timber cladding screen for the retention of  
modular steel building for use as a charitable foodbank;  
construction of concrete access ramp (retrospective)
- 17/1227/PD42 33 Gateshead Road, Borehamwood WD6 4NH  
Single storey rear extension
- 17/1195/DOC Ridgehill Housing Association 12 Elstree Way, Borehamwood  
Application for approval of details reserved by condition 13  
(estate management plan) of planning permission  
15/0058/FUL
- 17/1178/FUL Borehamwood Football Club, Meadow Park, Broughinge Rd  
Borehamwood  
Partly retrospective application for installation of irrigation  
water tank with associated privacy screening
- 17/1126/HSE 20 Todd Close, Borehamwood WD6 1FT  
Conversion of garage to habitable room to include replacing  
existing garage door with brickwork infill and front window

ELSTREE AND BOREHAMWOOD TOWN COUNCIL  
ENVIRONMENT AND PLANNING COMMITTEE: 18 July 2017  
Planning Applications from Hertsmere Borough Council continued

- 17/1241/HSE 40 Rutherford Close, Borehamwood WD6 5RZ  
Conversion of garage to habitable room, replacing door with a window
- 17/1258/HSE 2 Warenford Way, Borehamwood WD6 5EW  
Erection of side conservatory
- 17/1250/HSE 75 The Campions, Borehamwood WD6 5QG  
Erection of two storey side extension (14.0543.HSE refers)
- 17/1249/FUL Keystone Passage, Shenley Road, Borehamwood  
Replacement paving at Keystone Passage
- 17/1243/VOC Site of former Isopad House, Shenley Road, Borehamwood  
Variation of condition 13 (access & junction arrangements) attached to planning permission TP.13.1307 to substitute drawing number A2401 201 (ground floor plan) with 2002397 103PL
- 17/1264/FUL Unit 1Ca & 1Cb Borehamwood Shopping Park, Theobald St  
External & internal works to amalgamate two existing units & create a single new retail unit (Class A1) & reconfiguration of existing mezzanine
- 17/1278/HSE 49 Melrose Avenue, Borehamwood WD6 2BH  
conversion of garage to habitable room
- 17/1283/HSE 87 Grantham Green, Borehamwood WD6 2JQ  
Single storey front extension, part single, part two storey rear extension and conversion of loft into habitable room with rear dormer and 2 front roof lights
- 17/1289/HSE 70 Featherstone Gardens, Borehamwood WD6 2LW  
Erection of single storey front extension; two storey side extension; single storey rear extension following removal of existing rear outbuilding
- 17/1063/FUL Hemini Complex, Stirling Way, Borehamwood  
Rooftop extension to create additional floor to accommodate 9 self contained flats (3 x studio, 2 x 1 bed, 4 x 2 bed)
- 17/1229/HSE 6 Barham Ave, Elstree WD6 3PN  
Construction of enclosure to existing swimming pool with retractable glass canopy to include plant room and changing facilities



ELSTREE AND BOREHAMWOOD TOWN COUNCIL  
ENVIRONMENT AND PLANNING COMMITTEE: 18 July 2017  
Planning Applications from Hertsmere Borough Council continued

- 17/1274/ADV                      Spire BMW Mini Stirling Way, Borehamwood  
Installation of one free standing illuminated pylon sign, one illuminated fascia sign and two freestanding LED display screens (Advertisement Consent)
- 17/1304/HSE                      34 Barham Ave, Elstree WD6 3PN  
Enlargement of existing loft conversion to include enlarged rear dormer and new Juliet balcony
- 17/1303/HSE                      32 Wansford Park, Borehamwood, WD6 2PH  
Demolition of existing garage and front porch and erection of 2 storey side extension & new front porch
- 17/1298/HSE                      4 Park Crescent, Elstree WD6 3PU  
Alterations to front entrance; demolition of existing side wall to increase distance to side boundary and erection of two storey front extension; first floor front extension; two storey rear extension and loft conversion to include front and side rooflights and a rear dormer window.
- 17/1280/HSE                      3 Masefield Avenue, Borehamwood WD6 2HH  
Demolition of existing conservatory and erection of single storey rear extension
- 17/1343/FUL                      8a Shenley Road, Borehamwood WD6 1DL  
Demolition of existing rear building and construction of replacement building to comprise basement and ground floor for B1 office use, first and second floors comprising C3 2x1 bed residential units and 2x studio apartments with roof terrace and courtyard
- 17/1042/FUL                      Land between 82 and 84 Stanborough Ave, Borehamwood  
Erection of 2 storey detached 2 bed dwelling with accommodation in the roof space on land between 82 & 84
- 17/1358/HSE                      11 Wordsworth Gardens, Borehamwood WD6 2AB  
Conversion of garage to habitable room with associated external alterations
- 17/0964/HSE                      81 Cardinal Ave, Borehamwood WD6 1EW  
Erection of part single part two storey rear extension
- 17/0964/HSE                      81 Cardinal Ave, Borehamwood WD6 1EW  
Part single part two storey rear extension

**ELSTREE AND BOREHAMWOOD TOWN COUNCIL**  
**ENVIRONMENT AND PLANNING COMMITTEE: 18 July 2017**  
**Planning Applications from Hertsmere Borough Council continued**

17/1275/HSE

58 Bullhead Road, Borehamwood WD6 1HT  
Conversion of conservatory to kitchen, raising existing walls  
and new flat roof to replace pitched roof

17/1319/HSE

7 Lullington Garth, Borehamwood WD6 2HD  
Erection of front extension following removal of existing  
porch; first floor side extension; single storey rear extension

**Notifications of Planning Decisions from Hertsmere Borough Council**

<b>Application No</b>	<b>Decision</b>	<b>Description</b>
17/0717/HSE	<b>Grant Permission</b>	18 Dacre Gardens, Borehamwood WD6 2JR Erection of single storey side (for the purpose of a granny annexe) and rear extension following removal of existing garage
17/0957/HSE	<b>Grant Permission</b>	8 Clare Close, Elstree WD6 3NJ single storey side extension (retrospective)
17/0805/HSE	<b>Grant Permission</b>	6 Ascot Close, Borehamwood WD6 3JH Retrospective application for playhouse in rear garden and installation of privacy screens to prevent overlooking
17/0872/HSE	<b>Grant Permission</b>	47 Allum Lane, elstree WD6 3NE Retrospective application for alterations to front boundary fences and bin store location

## Environment and Planning Committee 18 July 2017

### **Beekeeping at Melrose Allotments: Proposal for agreement to open dialogue and exploration into safe bee keeping at Melrose Allotments.**

#### **Rationale**

It is true that keeping bee hives isn't the only way of supporting and helping bees play a vital role in our eco system, with over 250 species of bee in the UK. Melrose allotments has Miner (Andrena) bee colonies already, and hosts a smorgasborg of flowering plants for bumble bee pollinators too. Honeybees are responsible for 60 to 80 percent of the world's pollination and are endangered by amongst other things, colony collapse disorder.

EBTC have already recognised the value of encouraging bee husbandry, supporting pollination, and the harvesting of that golden liquid treasure on its allotment site at Allum Lane, with more hives planned for Stapleton allotments. Understandably Melrose allotment holders are keen not to miss out.

#### **Previous enquiries**

The question of keeping bees at Melrose has been raised and looked at from time to time, the main concern being "bees sting" and ensuring proper management. Bees are interested in flowers, and only sting as a last resort as they then die, whereas wasps and other insects are carnivorous and sting as many times as they like. Proper management does include a good understanding amongst allotment holders i.e. being aware of items bees are sensitive to like perfume, aftershave, beer, and having a fenced off locked area where the hives can stand undisturbed. There are numerous online resources that recommend beekeeping in gardens, on roofs, and on allotments, so long as all the important questions have been addressed.

#### **Local interest**

At our last Melrose Allotment Committee AGM BBQ in 2016 two plot holders spoke of the certificated beekeeping course they'd been attending, with plans to accommodate a hive in their garden which backs onto Melrose allotments. When a new plot holder approached us recently and expressed an interest in obtaining a beekeeping qualification, and a desire to pursue this at Melrose, the Allotment Committee felt it needed to look at this again, as an AGM agenda item in October this year, so it can be discussed with the proper information, and to get a good feel for potential support. We also agreed to raise this question again with EBTC.

Interest in beekeeping in Hertfordshire is such that the Hertfordshire Beekeeper's Association is divided into seven branches: Bishops Stortford, Hertford & Ware, North Herts, St Albans, South East Herts, Welwyn, and West Herts.

#### **Local bee expert view**

Andreas Fiaca has over 40 years of beekeeping expertise and keeps a number of hives at Allum Lane. His key messages are that bees, like any other creature or pet, need looking after. Bees need to be checked at least once a week from April to the end of June, and fed over winter. They are a long term commitment and require Autumn treatments to prevent disease. He hopes to place up to six hives at Stapleton allotments, and as long as requirements are met, sees no reason not to have them at Melrose. He is also willing to share his experience in the setting up and management of beekeeping.

**From the British Bee Keeper Association guidance document on keeping bees on allotments**

([https://www.bbka.org.uk/files/library/allotment\\_guidance\\_v2\\_1306906558.pdf](https://www.bbka.org.uk/files/library/allotment_guidance_v2_1306906558.pdf))

The answer given to the question “Can bees be kept safely on allotments” is answered:

“Emphatically, the answer is yes. In 2008 the BBKA undertook a national survey of beekeepers that have bees on allotments, from the 250+ responses, two-thirds of allotment holders and managers allowed beekeeping and regarded it as a positive experience for the manager and the allotment holders. The same survey produce(s) a number of suggestions as to how this could be made as safe as possible:

1. a) Be careful about placing hives. Bees have defined and precise flight paths, if these cross footpaths, use a screen to force the bees to fly above head height – you will not notice them, they will only drop down again to feed on flowers. Similarly, careful use of hedges and building can produce the same effect.
2. b) Screening the hives from direct view (e.g., by vegetation) helps to reduce the concerns on anyone looking into the allotment. Many requests to remove bees come from parties 'external' to the allotment (e.g. a new adjacent development) where often some education and information are a better response.
3. c) Use a corner of the allotment which will never be used for cultivation. This keeps bees and plot holders further apart – the demand for plots means that many more are being brought into use where possible. It may be possible to use a 'corner patch' to keep bees – the beekeepers do not need to be allotment holders in this case and can pay their rent with a honey tithe.
4. d) There are undoubtedly a small number of allotment locations where beekeeping is not appropriate. This should NOT be taken to include the general urban environment – bees do very well here, but a very small group of plots adjacent to a school, hospital or horse-riding establishment, for instance, should be considered carefully. The local beekeeping association will be able to give competent specific advice. “

Much more information can be found at the BBKA web-site:

[www.britishbee.org.uk](http://www.britishbee.org.uk)

**Proposal**

Melrose Allotment Committee ask EBTC Environment and Planning Committee to consider the above proposal, and agree in principle to an open dialogue and exploration into the possibility for safe keeping of bees at Melrose allotments site. The Allotment Committee intend to do further research and work up a more concrete proposal over the coming year, and will be familiarising itself with established beekeeping protocols and policies to help safeguard high standards of beekeeping in Hertsmere.

Anne Nicodemus – Chair of Melrose Allotment Committee

David Brown – Deputy Chair Allotment Committee.